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FEB 11 1962

**MEMORANDUM FOR:** Chief, Administrative Staff, OL  
Chief, Security Staff, OL  
Chief, Procurement Division, OL  
Chief, Transportation Division, OL  
Chief, Supply Division, OL  
Chief, Printing Services Division, OL  
Chief, Real Estate and Construction Division, OL

**SUBJECT:** Development of an Integrated Management Reporting  
System for the Office of Logistics

*Done*  
*5/10/62*  
1. Attached is a study on the development of a more useful statistical reporting system for the Office of Logistics. The recommendations contained in paragraph 6 are approved for implementation.

2. The Chief of each Operating Division will designate one or more persons to work with the OL Planning Staff in modifying the monthly statistical reports and in developing the proposed index system.

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Acting Director of Logistics

*HA*  
*working on*  
*entire*  
*5/11/62*  
**enclosure:**  
Statistical Reporting  
System Study

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*GROUP 1*  
*Excluded from automatic*  
*downgrading and*  
*declassification*

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